

# Eastern Health

## POSITION DESCRIPTION

<b>Position Title:</b>	Lived Experience AOD/MH Peer Support Worker
<b>Award Classification:</b>	Lived Experience Level 2 – Year 1 to Year 4 (MP32-MP35) 0.6EFT
<b>Award / Agreement Name:</b>	Health Professionals (77) (Victorian Public Mental Health Services Enterprise Agreement 2021 - 2024)
<b>Position Reports to:</b>	<b>Clinical guidance</b> – Clinical Lead Hamilton Centre Eastern Health <b>Professional line, operational &amp; discipline specific</b> – Manager for Lived Experience Workforce and Advocacy

### EASTERN HEALTH – HEALTHIER TOGETHER

Eastern Health is one of Melbourne's largest metropolitan public health services. We provide a comprehensive range of high quality acute, sub-acute, palliative care, mental health, drug and alcohol, residential care, community health and statewide services to people and communities that are diverse in culture, age and socio- economic status, population and healthcare needs



## **1. POSITION PURPOSE**

Under the guidance of the Clinical Lead for the Hamilton Centre Eastern Health, the role of lived experience peer support worker is to provide support and information to clients, families and healthcare workers utilising our service. The lived experience peer support workers role is designed to provide compassionate and personalized support to individuals with mental illness and substance use disorders. Utilising your own lived experience of alcohol and other drug use and recovery, as well as your experience engaging with AOD and/or mental health services, your work will be grounded in the principles of empathy, understanding, and shared experience and your work will play a vital role in promoting recovery, empowerment, and well-being.

The lived experience peer support worker will also play an active role, alongside the clinical team, in providing secondary consultation to both the mental health and wellbeing, and alcohol and other drug sectors referrers. The lived experience peer support worker will also be available to provide a consumer perspective at team meetings, huddles, and clinical reviews/multi-disciplinary team meetings. In addition, the lived experience peer support worker will be available to promote consumer perspective in relation to the development of standards, practice guidelines and program documentation, including information for individuals accessing Hamilton Centre's services.

The lived experience peer support worker will work as part of a multidisciplinary team, being complementary to the professional knowledge and skills of clinical staff. The role may, at the discretion of the Clinical Lead, require the lived experience peer support worker to work across a variety of Turning Point Eastern Treatment Services and travel to various stakeholders to promote the service and its offerings.

## **2. MAJOR DUTIES AND/OR RESPONSIBILITIES**

- Provide one to one and group peer support to consumers, using your own lived experience and expertise, to share your skills and learnings with individuals engaging with Hamilton Centre services.
- Work from the perspective of mutuality and assist in increasing an individual's problem-solving capabilities, whilst providing emotional support, information, and practical assistance, tailored to suite each person's needs.
- Assist consumers with recovery and wellness planning to help gain a sense of control and empowerment over their lives by building on strengths and resources and in turn, build self-advocacy.
- Support those who access the service via a variety of mechanisms including face-to-face and online.
- In collaboration, contribute to the development and review of consumers discharge plans to address needs that impact on discharge into the community.
- Sharing knowledge where appropriate, around additional services and pathways that provide support to consumers to move forward in their lives.
- Encourage and support consumers to re-establish, maintain or build connections with their community to support their recovery journey.
- Where applicable, providing support and information to families/carers in an accessible and timely manner about support services available.
- Work collaboratively as a key member of a multi-disciplinary team to develop and maintain processes that support identification, referral, and engagement in the wider community.
- Participate in multidisciplinary, and other meetings as relevant.
- Assist with the identification of consumers at risk and ongoing supports.
- Work collaboratively with other agencies, as appropriate, in recovery and wellness planning.
- Facilitate consumer access to complaint resolution processes as well as consumer satisfaction.
- Maintain accurate records on consumer contact, for the purposes of monitoring and evaluation.
- Attend supervision and peer meetings as required, including Community of Practice.
- Contribute to quality improvement, policy and program development as required from a consumer perspective using lived experience.
- Travel to various stakeholders to promote the service and its offerings and engage in client work.

### **3. SAFE PRACTICE AND ENVIRONMENT**

#### **Occupational Health and Safety**

Eastern Health is committed to providing and maintaining a working environment for all staff that is safe and without risk to health. All staff are to take care of their own health and safety and the health and safety of any other person who may be affected by your acts or omissions at the workplace. Understand responsibilities and accountabilities to yourself and others in accordance with OH&S legislation and Eastern Health policies and promote a working environment that is congruent with these guidelines. This includes staff reporting of all clinical and OHS incidents and near misses, particularly those related to Occupational Violence, Manual Handling and Slips, trips, and falls.

Staff are required to comply with all state legislative requirements in respect to the Occupational Health and Safety Act 2004 and the Workplace Injury Rehabilitation and Compensations (WIRC) Act 2013.

### **4. TRAINING AND DEVELOPMENT**

Relevant, practical and timely education should direct, facilitate, enhance and support the professional growth and practice of employees in a health environment characterised by change. All programs should endeavour to promote evidence-based practice, a problem solving approach and to be competency based.

You are expected to participate in the personal development process on an annual basis.

### **5. QUALITY**

As a staff member of Eastern Health staff are required to comply with Eastern Health performance standards and participate in continuous monitoring and improvement as part of your role. You are also required to comply with legislation, professional standards, and accreditation standards.

As a staff member employed by Eastern Health services you must have and maintain the appropriate skills and knowledge required to fulfil your role and responsibilities within the organisation. In addition, you must ensure that you practice within the specifications of this position description, and where applicable within the agreed scope of practice.

You are responsible for ensuring safe high-quality care in your work. This will include complying with best practice standards, identifying and reporting any variance to expected standards and minimising the risk of adverse outcomes and patient harm. In addition, you will ensure that service and care is consistent with the EH approach to patient and family centred care.

### **6. CONFIDENTIALITY**

Any information obtained in the course of employment is confidential and should not be used for any purpose other than the performance of the duties for which the person was employed. Staff are bound by the Information Privacy Act 2000 and the Health Records Act 2001.

### **7. EQUAL EMPLOYMENT OPPORTUNITY**

You agree to adhere to the Equal Employment Opportunity policies and practices of the Health Service. Discriminatory practices, including sexual harassment, are unlawful. The Health Service will not tolerate discriminatory behaviour and any such conduct may lead to the invoking of the Disciplinary Policy and Procedure, which may result in termination of employment.

## **8. PERFORMANCE DEVELOPMENT**

A Performance Review, that includes agreed targets, will occur three (3) months from commencement and then annually based on the duties and responsibilities outlined in this position description. This is an opportunity to review personal and the allocated work unit's service performance, facilitated by the setting of objectives/goals and ongoing evaluation of performance and achievement. Objectives will be developed annually, documented, discussed, and agreed with the immediate line manager, who will act as the assessor. The incumbent is expected to demonstrate and show evidence annually of on-going self and allocated work unit's service development.

## **9. EASTERN HEALTH'S PROMISE**

Our promise to our communities, patients, consumers, and staff is that we will be **HEALTHIER TOGETHER**. Bolder than a vision for the future, our promise calls us to action. We know that working together is the only way we can achieve what is necessary for a healthier future.

Our values are ones in action and are the behaviours that matter most.

- Respect for all
- Safe always
- Partnering in care
- Learning and improving everyday

Learning from the challenges of the past and looking to the future, we understand that we are building towards a more engaged, more reliable, always safe health service in partnership with our people to improve every day.

## **10. ATTACHMENTS**

- Attachment 1      Key Selection Criteria
- Attachment 2      Eastern Health/Department/Specialty Information

## **11. NOTE**

*Statements included in this position description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all-inclusive.*

*Prior to accepting any offer of employment, prospective employees will be required to read and commit to the Eastern Health Code of Conduct, including (but not limited to) issues of Occupational Health and Safety, Equal Opportunity, and Confidentiality.*

*Vaccination against infectious disease is a mandatory requirement of this role. An offer of employment is conditional on you providing evidence that you are currently vaccinated against COVID-19, prior to commencing employment.*

Signed: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Manager

**INCUMBENT STATEMENT**

*I \_\_\_\_\_ (Incumbent Name) have read, understood and accepted the above Position Description and associated Attachments.*

Signed: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**ATTACHMENT 1****KEY SELECTION CRITERIA**

<b>Position Title:</b>	Lived Experience AOD/MH Peer Support Worker
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**Essential**

- Lived experience, and a thorough understanding of the broad impact of AOD and mental distress on consumers and carers/families and the complexities of navigating the AOD/MH service system.
- Experience working in a lived experience/peer support worker role.
- Understanding of AOD/mental health peer support principles and have demonstrated the ability to utilise their lived experience purposefully and intentionally to provide hope and a belief in recovery.
- Willingness to undertake training including, but not limited to, Intentional Peer Support and SHARC peer worker training.
- Ability to work within a multidisciplinary team including the ability to express own viewpoint and respect the views of others.
- Understanding of the needs of people from diverse backgrounds including Aboriginal and Torres Strait people, culturally and linguistically diverse people and other minority groups
- The ability to manage time and resources effectively.
- Well-developed word processing (Microsoft Office suite), PowerPoint and other computer skills, including the ability to navigate online platforms.
- A satisfactory Police Check is required prior to appointment.
- Working with Children's Check

**Desirable**

- Experience facilitating groups
- Completed peer worker training e.g. SHARC peer worker training and/or Intentional Peer Support.
- Any relevant qualifications – SMART recovery facilitator training, Cert. IV in Mental Health and/or Alcohol and Other Drugs, Cert IV in Peer Work, Diploma of Community Services – or equivalent qualifications.

### **Aboriginal & Torres Strait Islander Candidates**

*Eastern Health's Aboriginal Workforce Plan 2023 – 2026 was released in February 2023. With a strong focus on cultural safety and belonging, actions included in the Workforce Plan provide practical supports for all Aboriginal and/or Torres Strait Islander staff.*

*An Aboriginal Employment Coordinator is available to ensure each person has culturally safe and positive employee experiences which foster belonging and access to diverse experiences and career pathways. Should you require further information regarding this position or support to complete an application, please contact the Recruitment Manager for this position or Eastern Health's Aboriginal Employment Coordinator at [Aboriginal.Workforce@easternhealth.org.au](mailto:Aboriginal.Workforce@easternhealth.org.au)*

**ATTACHMENT 2****EASTERN HEALTH/DEPARTMENT/SPECIALTY INFORMATION**

<b>Position Title:</b>	Lived Experience AOD/MH Peer Support Worker
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**ORGANISATIONAL CONTEXT****Eastern Health**

Eastern Health is a leading provider of health care in the eastern region of Melbourne and incorporates Acute: Aged Care, Rehabilitation and Community Health and Mental Health and Alcohol & Drug Services across several large, medium, and small work locations.

**Statewide Services**

The Statewide Services Program consists of Turning Point and Spectrum. Turning Point is a Victorian specialist alcohol, drug and gambling organisation that integrate treatment and support services with research, education, and training. Spectrum is Victoria's only statewide centre for the specialist treatment of borderline personality disorder and provides training and education and contributes to research in this area.

**LOCAL WORK ENVIRONMENT****Turning Point**

Turning Point was established in 1994 and amalgamated with [Eastern Health](#) in October 2009 and is formally affiliated with Monash University. Turning Point is a national addiction treatment centre, dedicated to providing high quality, evidence-based treatment to people adversely affected by alcohol, drugs, and gambling, integrated with world-leading research and education. Combining innovative research in the clinical, population health and policy fields, with service innovation, surveillance, system enhancements, capacity building and specialist support, Turning Point directly assists services, communities, and government to respond to current and emerging issues.

**Hamilton Centre**

The Hamilton Centre is a statewide specialist service for people living with mental illness and substance use or addiction. It was established in response to the recommendations of the Royal Commission into Victoria's Mental Health System and encompasses a central hub (Turning Point) which links with Network Providers

across the state. The Hamilton Centre provides expert advice to support the mental health and alcohol and other drugs (AOD) workforce, as well as delivering better outcomes for Victorians seeking treatment for mental health concerns and substance addiction. The Hamilton Centre aims to provide outcomes such as improved access to specialist services, increased support for mental health professionals, and better evidence-based practice.

#### **Treatment**

Turning Point's multidisciplinary staff, including Addiction Medicine Consultants, Psychiatrists, nurses, psychologists, social workers and alcohol and drug counsellors, provide specialist clinical and support services to people affected by alcohol and drugs and problem gambling. Turning Point provides a broad range of face-to-face, telephone and online evidence-based treatment interventions.

#### **Research**

Turning Point conducts practical and applied research leading to policy and service development with a focus on improving and expanding the range and quality of treatment and support services through evidence-based research.

#### **Education**

Turning Point is a leading provider of education and training services in the alcohol and drug sector in Australia. As a Registered Training Organisation (RTO) and in partnership with Monash University Turning Point builds the capacity of health and welfare professionals to respond more effectively to alcohol and drug issues.

#### **Spectrum**

Spectrum is the leading centre in Victoria for the synthesis and dissemination of knowledge and practice, in relation to the treatment of, and recovery from borderline personality disorder, including those presentations where a number of co-morbid conditions create clinical complexity.

Spectrum's work can range from contributing to research, capacity building in the workforce (statewide and nationally), to providing a full clinical service of empirically supported treatment interventions including specialist assessment and case management, individual and group psychotherapy, biomedical treatments, and secondary consultation (including telephone and online).